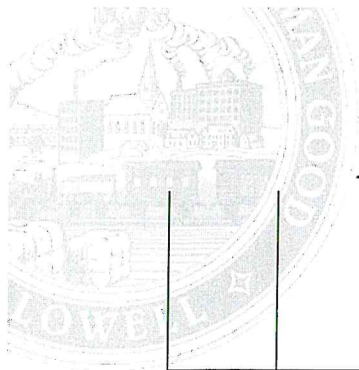March 11, 2020

ADDENDUM #1
IFB 20-64
DATA VISUALIZATION

The number of this Addendum, Addendum No. 1, must be entered in the space provided on the Bid Form.

CLARIFY:

#	Query	Response
1	Will LPS moderate interactions with Aspen(SIS)/Follett?	SIS is cloud hosted by Follet. No direct data access
2	Please provide an architecture diagram of the current infrastructure	One will be provided to vendor of choice, please see technology section in RFP for technology specifications
3	Provide us with the current list of member users currently Aspen and other related software and their different roles on the application. Are there any other than the following listed: Classroom teachers Counselors Building leaders District staff	Students and family view in addition to what is listed
4	Will LPS provide for Aspen/Follett's professional services during the interaction period?	Yes someone from LPS will be available for interaction purposes
5	Is Follett Destiny Library Manager being used?	Two schools currently use Destiny
6	Is Follett Resource Manager being used	No
7	Please provide us a list of all the features of the SIS being used today	import,export,reports,jobs,workflow,and other tools
8	Reduce time required to collect data by time administrators, teachers, and counselors is mentioned. Is LPS open for software/apps that would enable these, apart from the visualizations?	Can we have more detail around this? What sort of software/apps?
9	Any technology preference or can we present options to suit the current data center?	Please present options that suit our current data center

10	Article 22 - Samples - Instead of sample can we have an opportunity to demo the features?	Given the timeframe, if a webex demo is a possibility, we would be open to that
11	Does this project require our employees to work onsite during development/deployment/training?	I would anticipate that there would need to be some onsite work as part of this process

Please confirm that vendors do not need to include a certified check and/or performance/payment bond with RFP response.
Answer – no bonds required

Do we need to include RFP page 1 - 8 with our response, or only 9 - 13?
Answer - only 9-13

Please confirm that the duration of the contract is April 1, 2020 to September 1, 2020. If so, do you intend to renew the contract for a full year?
Answer – The City reserves the right to exercise an option from 9/1/2020 to 6/30/2020, if the solution needs this option.

Are you accepting bids for "off-the-shelf" or customized off-the-shelf software that meets your requirements?
Answer – The City will consider all proposals

Are vendors required to include a 1% discount? Please clarify this requirement. (See page 3, Article 10 of the RFP)
Answer – no

Will the solution need to be hosted by the vendor?
Answer – The City will consider all proposals

What is the budget for this project?
Answer – $80,000

We need to suggest a change to the Terms and Conditions included in the RFP. Where should we indicate that information in our response?
Answer – the Terms & Conditions in the RFP will not change

Sincerely

P. Michael Vaughn
Chief Procurement Officer

The City of **LOWELL** *Alive. Unique. Inspiring.*